
Freedom of Information Act & Privacy Act Contacts Conference
February 26-28, 2002
Columbia, South Carolina

Agenda

Tuesday, February 26, 2002

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| 8:00 - 8:30 A.m. | Registration |
| 8:30 - 8:45 A.m. | Welcome and Opening Remarks |
| 8:45 - 9:55 A.m. | EOUSA's Introductory Remarks And Conference Overview |
| 9:55 - 10:15 A.m. | Break |
| 10:15 - 11:45 A.m. | Breakout Session: Group a FOIA Refresher Advanced FOIA - New Developments |
| 11:45 - 1:15 P.m. | Lunch |
| 1:15 - 2:45 P.m. | Privacy Act |
| 2:45 - 3:00 P.m. | Receiving a FOIA Request |
| 3:00 - 3:20 P.m. | Break |
| 3:20 - 4:20 P.m. | Administrative Issues |
| 4:20 - 5:00 P.m. | Why Did I Receive this in the First Place? |
| 5:00 P.m. | Recess |

Wednesday, February 27, 2002

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| 8:30 - 9:15 A.m. | The Search |
| 9:15 - 10:00 A.m. | Fees and Expedited Requests |
| 10:00 - 10:20 A.m. | Break |

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| 10:20 - 10:45 A.m. | Attorney General Ashcroft's Policy/duty to Segregate |
| 10:45 - 11:45 A.m. | What to Send/what to Keep |
| 11:45 - 1:15 P.m. | Lunch |
| 1:15 - 2:00 P.m. | What to Send/what to Keep (Continued) |
| 2:00 - 3:00 P.m. | Personnel Records |
| 3:00 - 3:20 P.m. | Break |
| 3:20 - 4:00 P.m. | Exemption 7a |
| 4:00 - 5:00 P.m. | Questions and Answers |
| 5:00 P.m. | Recess |

Thursday, February 28, 2002

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| 8:30 - 10:15 A.m. | Records Retention |
| 10:15 - 10:30 A.m. | Break |
| 10:30 - 11:00 A.m. | Wrap up |
| 11:00 A.m. | Adjournment |